

Maine Charter School Commission

Request for Proposal and Charter School Application FOR SCHOOL OPENING 2017

Question and Answer

Posted on Maine Charter School Commission Website <http://www.maine.gov/csc/>

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Clarifying Question RFP 2017

Is it essential/advisable to include copies of lease and/or service agreements if they are still in draft form?

Answer:

Pages 31 and 32 of the RFP address lease and drafts.

D.3 Facilities

Applicant Instructions

Discuss the school's facility needs based on the educational program and anticipated enrollment. If the applicant has identified a facility, indicate the location (street address, city, and zip code) and provide either floor plans or a description including, at a minimum, the number and size of the general and special (laboratories, art studios, etc.) classrooms, common areas, administrative areas, recreational space, any community facilities and any residential facilities. Explain how the facility will meet the needs of students and support the school's mission and provide an assurance that it will be accessible to individuals with physical disabilities.

If a facility has not been selected, specify potential locations that are under consideration and discuss the process and time line for selecting, acquiring, renovating (if appropriate) and taking occupancy of a suitable facility.

Discuss plans to maintain and clean the facilities and provide methodology to determine their costs.

Charter school facilities must comply with applicable state and local health and safety requirements. In addition, charter school applicants must be prepared to follow applicable city planning review procedures.

To the extent that the school has discussed or established specific lease or purchase terms, include the proposed terms and any draft of final contracts. If the school intends to lease facilities from a school district or public agency, discuss the status of those plans and provide evidence of any district or public agency commitments.

To the extent that the facility will require renovation or 'build out,' describe those plans including anticipated timing and detailed cost schedules.

If the school anticipates incurring debt as part of its facilities acquisition plan, the budget must include a repayment plan, as indicated in the Budget Section, above.

Required Tabs

- 30. Room schedule (number, size, function, anticipated class size).
- 31. Any leases or contracts.
- 32. A schedule of furnishings and fixtures.

Evaluation Criteria

- Demonstration of a sound understanding of facility's needs;
- Demonstrates knowledge of facilities costs including, as applicable, cost of purchasing, leasing, building or renovating an educational facility that conforms to applicable health, safety and occupancy requirements;
- Evidence to support facilities-related budget assumptions;
- Evidence that the school will be properly maintained and cleaned;
- A sound plan and timeline for identifying, financing, renovating and ensuring code compliance for a facility that will meet the requirements of the educational program and anticipated student population;
- Evidence that the proposed facility will be adequate or present a plan for securing a facility that is appropriate and adequate for the school's educational program, anticipated location and target population; and
- A clear and compelling demonstration that the school's plan for acquisition and maintenance of a facility is financially viable.